



## ELECTRONIC MESSAGE BOARD SIGNS

### DEPARTMENT OF COMMUNITY DEVELOPMENT

An **Electronic Message Board** is a sign, display or device, including a digital electronic sign and LED (light emitting diode) sign that changes its message or copy by programmable electron or mechanical processes, regardless of size. Also, a sign utilizing a fixed light source to provide a message in text, images, pictures, and/or symbols that may appear to move or may appear as an on/off message.

- (A) **Religious assembly and educational institutions** shall be allowed one electronic message board located on an identification monument sign, subject to the approval of a **minor conditional use permit** by the Development Review Committee.
- (B) The electronic message board shall be subject to the following conditions:
1. An electronic message board may contain a changeable message board, as defined herein, that utilizes changeable text, images, pictures, and/or symbols that may appear as an on/off message. The area of the electronic component shall be included in calculating the total permitted sign area. The area of the electronic component(s) may not exceed 30% of the allowable sign area.
  2. An electronic message board shall not contain or display animated, moving video, scroll, flash, blink, fly, or chase sign message into view or create a sense of motion. An electronic message board sign shall contain only static displays.
  3. No lighted sign or message board shall have a luminance of greater than 300 foot-candles.
  4. Each message on an electronic message board shall be displayed for at least 30 seconds, and a change of message shall be accomplished within two seconds with an on/off cycle. Fade out/fade in from one static image to another static image is allowed.
  5. The electronic message board shall display messages directly related to the on-site use. No off-site advertising is allowed on the electronic message board.
  6. The electronic message board component of a sign shall be automatically dimmed after dark. The electronic message board must contain a default mechanism that freezes the sign in one position if a malfunction occurs; and automatically adjusts the intensity of its display according to natural ambient light conditions.
  7. The owner of an electronic message board shall provide the city with contact information for a person who is available to promptly turn off the electronic message board after a malfunction.
  8. Any structures, visible devices, cages or shielding related to or attached to an electronic message board are prohibited, unless reviewed and approved by the Development Review Committee prior to installation.
  9. After approval of a minor conditional use permit for an electronic message board, the permit may be reviewed and additional conditions and limitations may be imposed by the Development Review Committee, including without limitation, lighting, illumination, hours of operation or intensity of the electronic message board, if complaints, subject to verification by staff, are received from the public.

**(This handout is intended to be used as a guide and does not contain all development requirements. Specific regulations are in Chapter 17.28 (Signs) in the Monrovia Municipal Code and are available in the Planning Division or online at [www.cityofmonrovia.org](http://www.cityofmonrovia.org). If you have any questions, please feel free to contact the Planning Division at (626) 932-5565.)**